



# County of Bernalillo

## State of New Mexico

*Procurement & Business Services  
Purchasing Section  
One Civic Plaza, NW, 10th Floor*

*Albuquerque, New Mexico 87102  
Office: (505) 468-7013 Fax: (505) 468-7067  
[www.bernco.gov/purchasing/](http://www.bernco.gov/purchasing/)*

### COMMISSIONERS

**Debbie O'Malley, Member**  
District 1

**Steven M. Quezada, Member**  
District 2

**Maggie Hart Stebbins, Member**  
District 3

**Lonnie C. Talbert, Member**  
District 4

**Wayne A. Johnson, Vice Chair**  
District 5

### COUNTY MANAGER

**Julie M. Baca**

### ELECTED OFFICIALS

**Tanya R. Giddings**  
Assessor

**Linda Stover**  
Clerk

**Willow Misty Parks**  
Probate Judge

**Manuel Gonzales**  
Sheriff

**Nancy M. Bearce**  
Treasurer

**Date: April 3, 2017**

**Attn: All Prospective Offerors**

**From: Andre Nunez, Senior Buyer**

**RE: Request for Proposal (RFP) #30-17-AN, Municipal Process Consulting Services.**

The Bernalillo County Purchasing Department is currently soliciting the services from qualified Offerors who will be selected to provide Municipal Process Consulting Services. For registered vendors, pertinent RFP documents, including the specifications and the proposed contract documents can be downloaded through the purchasing website at no cost. For firms not registered, interested parties are encouraged to register at no cost through the County's purchasing website, <http://www.bernco.gov/finance/vendor-registration.aspx>. Vendors are also welcome to contact Andre Nunez, Senior Buyer by e-mail at [aanunez@bernco.gov](mailto:aanunez@bernco.gov) to request a hard copy document at a cost of 50 cents per page. This RFP is issued by the Purchasing Department on behalf of the Bernalillo County in accordance with the provisions of Sections 13-1-103 through 13-1-110 NMSA 1978. The Purchasing Department is the only organization who is authorized to make copies or distribute this RFP on behalf of the County.

**A Non-Mandatory Pre-Proposal conference will be held at 10:00 a.m. mst time, Tuesday, April 11, 2017, at Bernalillo County Public Works Division, 2400 Broadway SE, Building N, Conference Rooms A & B Albuquerque, New Mexico 87102.**

**Sealed proposals must be received no later than 4:00 p.m., mst time, Thursday, April 27, 2017, and addressed to the attention of the Purchasing Department, Bernalillo County, One Civic Plaza NW, 10th Floor, room #10010 (front desk), Albuquerque, New Mexico 87102. Delivery of proposals is the sole responsibility of the Offeror. The Purchasing Department will date and time stamp the sealed envelope upon receipt.**

Questions regarding purchasing procedures shall be submitted to Andre Nunez, Senior Buyer, Bernalillo County Purchasing Department, at 505-468-1680, fax 505-468-7067, or e-mail: [aanunez@berco.gov](mailto:aanunez@berco.gov)

Copy: RFP #30-17-AN

